

OFFICE OF ACQUISITIONS  
NATIONAL CANCER INSTITUTE

REQUEST FOR PROPOSAL NUMBER: N02PC95028-69

Amendment No.: 3

Date of Issuance: April 15, 2010

The above numbered Request For Proposal (RFP) is amended as set forth below. The hour and date specified for receipt of Offerors remains unchanged.

Offerors MUST acknowledge receipt of the amendment prior to the hour and the date specified in the solicitation or as amended, by separate letter, telegram, or Electronic Mail which includes a reference to the RFP and Amendment number(s). For your convenience, the Proposal Intent Response Form is provided in SECTION J - List of Attachments of this RFP, for this purpose.

FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERORS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER.

This Amendment revises the RFP as stated below:

RFP N02PC95028-69 is hereby amended to answer questions received from interested parties. The due date for submission of proposals is NOT extended. All other Articles remain unchanged. This is the third amendment to the RFP.

Questions and Responses:

1. The last line on Page 60 of the RFP requires that the graphics designer should have a certification. As many qualified, experienced graphics designers do not necessarily have a specific certification for graphics design, is this requirement a MUST or a plus?

**RESPONSE: The graphics designer should have a certification or demonstrated equivalent experience.**

2. What is the previous contract amount for monograph development (i.e., the AIR contract)?

**RESPONSE: From 2007 - 2009, three monographs were produced for approximately \$1,586,000, including indirect costs and fees.**

3. In developing budgets for the business proposal, do we have to use the forms/formats provided in Attachment 6 and Attachment 7 on Page 27 of the RFP? Or can we use a different format?

**RESPONSE: Yes, you must provide the budgets in the provided format. Attachment 6 (broken link) is not required for this proposal, however Attachment 7 is required. Use only the second link <http://oamp.od.nih.gov/Division/DFAS/spshexcl.xls>**

4. On Page 57 under the heading Conferences, it specifies that "The contractor will travel 19 outside people to three conferences per year." Does it mean that the contractor shall travel a total of 19 outside people to the three conferences or 19 people to each of the three conferences?

**RESPONSE: The contractor shall travel 19 people to each of the three conferences.**

5. The first paragraph on Page 39 of the RFP requires that "A list of the last 5 contracts completed during the three years and THE LAST 3 CONTRACTS AWARDED that are similar in nature to the solicitation workscope." Should subcontractor past experiences be included in the 5 contracts or be in addition to the 5 contracts?

**RESPONSE: Yes, include subcontractor past experiences, in addition to the prime's experience, if they will perform major or critical aspects of the requirement.**